

**CITY OF WYOMING**  
**APPLICATION FOR LAND DIVISION**

**Due back to Assessors office by the first Monday in October**

I (We) hereby request a division of land in the City of Wyoming. Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
(PRINT)

HOME ADDRESS: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

\_\_\_\_ **Attach a list of any other fee owners of parcel(s).**

The current **parcel number(s)** and **address of the parcel(s)** I wish to divide:

(Parcel Number)	Address
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(Parcel Number)	Address
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We are BUYING, SELLING, LEASING, or describe \_\_\_\_\_  
(circle all that apply)

\_\_\_\_ 1. Purpose (use) of Division: \_\_\_\_\_  
(Attach Site Plan?)

\_\_\_\_ 2. Attach a copy of the legal descriptions for the proposed parcels.

\_\_\_\_ A. Before Division = Parent/Original (if different than Parcel No.).

\_\_\_\_ B. After Division = Children.

\_\_\_\_ C. Including any and all Easements and Deed Restrictions.

\_\_\_\_ 3. Attach Survey(s) of Children parcels. See requirements (City Ordinance 71.5(k)).

\_\_\_\_ 4. Provide number, size, and date of any division after March 31, 1997 if not currently recognized by the City with a distinct Parcel Number. This must also be done for divisions prior to this date if they do not have a current Parcel Number.

\_\_\_\_ 5. Provide evidence of "Accessibility" (City Ordinance 71.2(a)).

\_\_\_\_ 6. Provide information regarding any terms of "transfer of division rights."

\_\_\_\_ 7. Attach Kent County Health Dept. Approval, if not served by City Water & Sewer.

\_\_\_\_ 8. City of Wyoming Treasurer Tax Payment Certification Form.

\_\_\_\_ 9. Kent County Land Division Tax Payment Certification Form with \$5.00 fee. Taxes paid up to date. **(Property cannot be divided if taxes are not kept current)**

**Upon approval, the land division will be effective the tax year following submission**

## CITY USE ONLY

Reviewed by Assessing Office:

\$100.00 fee received on: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Cash \_\_\_\_ Check No. \_\_\_\_ By: \_\_\_\_  
Form first received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ By: \_\_\_\_ Notes: \_\_\_\_  
Complete with information? \_\_\_\_ Items Needed: \_\_\_\_  
Delinquent Taxes? \_\_\_\_  
Special Assessments (yes or No)? \_\_\_\_  
Meets State Law? \_\_\_\_  
Proposed new address: \_\_\_\_

Reviewed by other Depts.:

Planning: \_\_\_\_  
Inspections: \_\_\_\_  
Engineering: \_\_\_\_

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*Previously cited City Ordinances:*

### **71.2 DEFINITIONS.**

a. "Accessible" means that the parcel meets one or both of the following requirements:

- (1) Has an area where a driveway provides vehicular access to an existing road or street and meets all applicable location standards or has an area where a driveway can provide vehicular access to an existing road or street and meet all applicable location standards.
- (2) Is served by an existing easement that provides vehicular access to an existing road or street and that meets all applicable location standards or can be served by a proposed easement that will provide vehicular access to an existing road or street and that will meet all applicable location standards.

### **71.5 APPLICATION.**

k. A survey prepared pursuant to the survey requirements of P.A. 132 of 1970, as amended (MCL 54.211), by a land surveyor licensed by the State of Michigan. The survey map shall contain the following:

- (1) Date, north arrow and scale.
- (2) Existing and proposed parcel lines and dimensions.
- (3) Existing utilities and drainage courses within fifty (50) feet of the parcel(s) to be split.
- (4) Location and dimensions of existing and proposed easements, parcel numbers and roadways.
- (5) Existing structures, with dimensions, on the proposed parcel(s) and all structures within (50) feet of the proposed parcel line.
- (6) Zoning classification of the parcel(s) to be split and all abutting parcels.
- (7) All required front, rear and side yard setbacks resulting from the requested division.
- (8) Method of storm water drainage.